

## **DRAFT ONLY**

### Management Council Policy 17-01

**Subject: Recording and Broadcasting Interim Committee Meetings**

(Source Notes: MC Minutes \_\_\_\_\_)

1. The LSO shall prepare an audio recording of the public portion of each official meeting of a joint interim committee, select committee or task force that is staffed by the LSO.
2. The LSO shall post the following to the Legislature's website:
  - a. A copy of any recording prepared as required by section 1 of this policy; and
  - b. A copy of any meeting which is broadcast live by the LSO.
3. The contents of any recording or broadcast shall not be construed to supersede any official written record of the meeting that reflects formal action or recommendation and that was approved and signed by the chairmen of the committee or task force.
4. Failure to record or broadcast a meeting shall not affect the validity of any action taken at the meeting.
5. Failure of recording or broadcasting capabilities shall not delay a meeting.
6. Special notice about a recording or live broadcast shall not be required to be included in a meeting notice.
7. The location specified on a meeting notice is the official meeting location. Any recording or broadcast is provided merely as a courtesy to the public with the following disclaimers:
  - a. Users must recognize problems with equipment, connectivity and scheduling of meetings for recording and broadcasting may arise;
  - b. Users must understand that recordings and broadcastings may not be functioning properly if there are technical or other difficulties;
  - c. The Legislature cannot guarantee users will be able to connect to a recording or a broadcast or hear the proceedings of a meeting posted to the Legislature's website.
8. Nothing in this policy shall:
  - a. Require the Legislature, the LSO or any committee or task force to purchase or install equipment to record or broadcast meetings;
  - b. Require the recording or broadcasting of any portion of a meeting which is conducted in executive session;
  - c. Be deemed to waive or modify any law related to public records, public meetings or the legislature.
9. This policy shall only be effective if [House Bill XX] is enacted into law.